

RETURN THIS FORM BY JANUARY 20, 2004, TO:

Mailing Address: Office of Financial Management
Forecasting Division
P. O. Box 43113
Olympia, Washington 98504-3113

Email Address: To be determined

1. To determine our city/town April 1, 2004 population we will (check one):

☐ **Take a Census** *actual count* **OR** ☐ **Estimate** *forms mailed to you mid-March*

NOTE: If you are going to take a census in 2004, it should start no sooner than March 8, 2004, and be completed no later than April 9, 2004. Administrator training will be in Olympia on February 13, 2004. Enumerator training sessions will probably be scheduled with individual cities.

If you plan to take a census, please fill in the information below:			
Type of Form	Number of Forms On Hand	Type of Form	Number of Forms On Hand
Census Sheets*		Enumerator Manuals**	
Block Summary Sheets		Tabulation Manual**	
Enumeration Area Summary Sheets		Administrator Manual	
How many enumerators will you have?		<i>Two enumerators per 1,000 people are suggested</i>	

*Please indicate if the census sheets on hand are the old style (room for 25 names) or new style (1 housing unit per page).

**Manuals available from our website: <http://ofm.wa.gov>

2. If your city does not take a census this year, would you still want to send someone to a training session? (possible future large annexations, general information about census process, etc.) ☐ Yes ☐ No
3. Has your city/town changed your city boundaries this past year due to annexation, boundary adjustment, deannexation, or other? ☐ Yes ☐ No

If yes, have you sent an Annexation Certificate and supporting documentation to OFM? ☐ Yes ☐ No

4. Has the contact person for population reports and/or address shown below changed? ☐ Yes ☐ No
- Forecasting hopes to send most data requests and/or population review materials via email in the near future. Please be sure the email address is correct for the population contact, and ***please add the e-mail address for the Mayor as indicated.***
- PAT YOLTON
CITY OF SNOQUALMIE
PO BOX 987
SNOQUALMIE WA 98065

Email Address: pat@ci.snoqualmie.wa.us

If yes, please ***print*** the following information for the new contact and/or address (please also add or correct email address):

Name and Title: _____

Telephone Number: _____

Office Mailing Address: _____

Street or Post Office Box

Population Contact Email Address: _____

Municipality and Zip Code

Mayor's Email Address: _____

Please return this form. Whether you do a census or have an estimate done, this form updates and confirms our contact list.

Your Name: _____ Title: _____
Signature _____
print

Office of Financial Management
Forecasting Division
PO Box 43113
Olympia WA 98504-3113

Place
Stamp /
Here

THERESA J LOWE
OFFICE OF FINANCIAL MANAGEMENT
FORECASTING DIVISION
PO BOX 43113
OLYMPIA WA 98504-3113